



**City of Rancho Palos Verdes  
HOA Security Camera Grant Program  
2020 Expansion: Flock Safety  
Application Form**

**Name of Homeowner's Association (HOA):** \_\_\_\_\_

**President of HOA Board:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Designated Representative:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Cell/Work Phone Number:** \_\_\_\_\_

**How many Flock Safety Cameras would your HOA like to purchase?**

\_\_\_\_\_  
**Please review the following conditions; if you understand and agree to the conditions, please date and sign at the bottom:**

- The Lomita Sheriff's Station will have full access to footage captured with Flock Safety devices
- The City of Rancho Palos Verdes City Manager, Deputy City Manager, or City Designee will have administrative access to the Flock Safety system
- The City of Rancho Palos Verdes will reimburse half the cost of the approved camera(s) only
- The HOA is responsible for the purchase and use of the cameras

**Date:** \_\_\_\_\_

**Representative Print Name:** \_\_\_\_\_

**Representative Signature:** \_\_\_\_\_

I, \_\_\_\_\_ on behalf of the \_\_\_\_\_, agree to  
(Designated HOA Representative) (HOA Name)

adhere to the City of Rancho Palos Verdes' Homeowner's Association Security Camera Grant Program terms, a copy of which has been provided to and reviewed by me, including each of the conditions of all City-issued permits issued in connection therewith. As an authorized representative of the HOA, I acknowledge and agree to the following grant program conditions on behalf of the HOA as follows: the HOA is the primary signature of the security camera system leased from Flock Safety; and the HOA is responsible for all equipment and installation costs. Compliance with the grant terms requires that the Los Angeles County Sheriff's Department, by way of the Lomita Sheriff's Station, be provided with access, review, and download of footage from the security camera system for crime-prevention and investigation purposes. The HOA acknowledges and agrees that the City of Rancho Palos Verdes, its City Manager, Deputy City Manager, or their Designee, will have be provided with access, review, and download of footage from Flock Safety system. The HOA agrees that the footage captured by the security camera system shall be utilized exclusively for crime-prevention or investigation purposes and shall not be utilized to capture interior images of homes within the HOA or to invade the personal privacy of individual homeowners/tenants. The HOA will submit the required documentation to the City of Rancho Palos Verdes in order to receive City grant funds totaling 50% of each security camera leased, or no more than \$1,000.

In no event will the City of Rancho Palos Verdes be liable for any loss of data, , property loss, damage, bodily injury, cost of recovery, or other special, incidental, consequential, indirect, punitive, exemplary or reliance damages arising from or in relation to this Agreement, however caused and regardless of theory of liability.

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CITY STAFF USE ONLY

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Security camera location eligible per City requirements:      Yes      No

Encroachment Permit Required:      Yes      No

*\*City will automatically waive the Encroachment Permit Fee as part of the grant program*

If yes, approved by RPV Public Works on: \_\_\_\_\_ Permit No. : \_\_\_\_\_

RPV Department of Public Works Staff Signature: \_\_\_\_\_

Date Approved: \_\_\_\_\_

Permit/Plan Check Application Required:      Yes      No

If yes, approved by RPV Building and Safety Department on: \_\_\_\_\_

Date of Final Site Visit: \_\_\_\_\_

RPV Department of Community Development Staff Signature: \_\_\_\_\_

Date Approved: \_\_\_\_\_



## City of Rancho Palos Verdes Homeowner's Association Security Camera Grant Program

### Application Checklist

*This checklist is intended to guide HOAs applying for approval of installation of the security camera system unit(s) at the designated HOA entrance(s). City Staff will assist throughout the process.*

#### 1. The following items are to be submitted by the HOA prior to connecting with Flock Safety:

- City of RPV HOA Security Camera System Grant Program Application
- HOA Board of Directors minutes, or some other proof of documentation, to demonstrate that the HOA has discussed and agree to participate in this program

*Upon approval of the application, the City will connect HOA with Flock Safety's Rancho Palos Verdes' Representative, Paul.*

#### 2. After discussion with Flock Safety, the HOA must submit the following items:

- Invoice of the purchase of the Flock Safety camera lease  
*City must receive invoice within 10 business days*
- The following questionnaire:
  - Camera Power (*Circle which camera type*): Solar or Electric
  - Public Right of Way: Yes No
    - Proposed Camera Location(s) (Cross Streets):  
\_\_\_\_\_  
\_\_\_\_\_
  - Private Property: Yes No
    - If Yes, Street Address of Homeowner:  
\_\_\_\_\_
  - Pole Type (*Circle type*): 6 Ft (Standard) or 12 Ft (One-time Fee of \$250)

#### 3. After discussion with HOA, Flock Safety (the installer) must submit the following items:

- Encroachment Permit Application, and/or,
- Minor Site Plan Review/ Uniform Planning Application (graphic illustration to include address/location of proposed installation location, aerial image of proposed installation location, electrical power source, electrical meter box address, property line(s), image and specs of pole of security camera system)

Upon approval of the Public Works Department, Flock Safety can schedule with the City Inspector and then begin installation work at the proposed location(s)



# City of Rancho Palos Verdes

## Flock Safety Camera Application Process & Timeline

### Step One:

HOA Connects with the City (Email City Staff)  
City Provides Application Packet  
HOA Submits Application for City Review

### Step Two:

City Reviews HOA Application  
Upon Approval, City Connects HOA with  
Flock Safety Community Consultant, Paul Park  
Paul Park Meets with HOA Board via Zoom

- Address questions, concerns, and additional information
- Map out camera location(s)

Flock Safety sends Purchase Agreement after this Meeting  
Once HOA signs the P.A., Flock Safety Invoices HOA

### Step Three:

HOA Purchases Approved Number of Camera(s)

- Purchase must be made within 5 business days
- Proof of purchase with Invoice copy must be submitted to City within 10 business days

Flock Safety Onboarding Department Confirms Approved Location(s) with HOA

- Final Location(s) contingent on City's Approval

HOA Sends Documents for City Approval of Camera Location(s)

- Site Plan Review to City's Community Development Department, and/or,
- Encroachment Permit Application to City's Public Works Department

City Approves Location(s)

### Step Four:

Flock Safety Sends Technician to Survey Approved Location(s)

- Assess solar capabilities and cellular signals
- Occurs within 3 weeks

Flock Safety Notifies DIG Alert and Schedules with City Inspector

Flock Safety Sends Technician for Installation of Camera(s) and Pole(s)

- Within 4 weeks



**City of Rancho Palos Verdes  
Homeowner's Association Security Camera Grant Program 2020  
Expansion:  
Program Fact Sheet**

### **Background**

The City of Rancho Palos Verdes seeks to provide its residents with opportunities to further enhance community safety by strengthening neighborhood vigilance and security. Continuing efforts to improve public safety by following the City's Public Safety Strategic Plan and implementing the City Council's Goals, the City has expanded its Homeowners Association (HOA) Security Camera Grant Program (Program) to allow HOAs to purchase Flock Safety cameras to monitor vehicles on neighborhood streets.

Security cameras are proven deterrents and effective tools in crime prevention and crime-solving efforts. Flock Safety's mission is to eliminate non-violent crime. This is possible with crime-fighting technology that provides coverage for the entire neighborhood. When a crime occurs, Flock Safety automated license plate reading cameras give law enforcement the actionable evidence needed to solve crime.

### **Program Details**

For each neighborhood that chooses to participate with this program, the City will provide a 50% match for each Flock Safety Sparrow Camera, not to exceed \$1,000 per camera per year the program is active. The grant will cover the expense of half the annual camera lease cost, at approved neighborhood entrance location(s). An HOA may choose to purchase more than one camera to place in different approved locations.

Additionally, the City will waive permit fees related to encroachments into the public right-of-way for the purposes of installing a Flock Safety camera and pole. Although the fees will be waived, appropriate documents and items must be submitted prior to the issuance of an encroachment permit. The checklist can be found on the City Website:

[Encroachment Permit Checklist](#)

**Please be aware that the City has a special partnership with Flock Safety and that this grant program must be initiated with staff first. The City has a dedicated Flock Safety representative (Paul Park) specifically for this program.**

### **Eligibility**

All formal Homeowners Association organizations (HOAs) within the City of Rancho Palos Verdes are eligible to apply for the grant program. Interested HOAs are required to follow the City's application process. **Due to the limited amount of funding available, participation will be on a first-come, first-served basis.**

The City has announced that applications will be accepted starting on **Tuesday, September 29, 2020**. The City has provided a checklist of necessary documents on the [City website](#). Applications may close at any time as they will be accepted only until the budget limit has been reached.

### **Distinction of Responsibilities**

The HOA is the primary signatory of the leased cameras and holds responsibility to purchase the Flock Safety cameras. Any recordings or data provided through the Flock Safety Service belongs to the HOA and administrators of the Flock Safety network. Flock Safety remains the owner of the camera and its components. The City will reimburse the HOA 50% of the cost of the annual camera lease, not to exceed \$1,000, which applies only to the camera, and will provide administrative assistance.

The HOAs would be the primary network administrator for camera access and footage. As a part of this program, the HOAs agree to provide administrative access to the City Manager, Deputy City Manager, or City designee, and to the Lomita Sheriff's Station.

### **How to Apply**

The application form will be available on the City Website (<https://rpvca.gov/1329/Flock-Safety-Grant-Program>), and can also be received via email. In order to best support HOAs and streamline the process, Staff is readily available to answer any questions and provide assistance during the application process. To submit an application, please email Shane Lee, Administrative Analyst, at [slee@rpvca.gov](mailto:slee@rpvca.gov).

### **Flock Safety Camera: Camera Information**

24-hour wireless Automated License Plate Reader (ALPR) camera that captures a vehicle's license plates, vehicle make, model, and color day and night from up to 75 feet away and at 75 mph.

Flock Safety Cameras capture high resolution images and operate on a cloud-based system so footage is automatically stored on the cloud, and accessible remotely. Footage can be accessed by credentialed administrators to download or share. Cameras are either solar- or DC- powered, with additional costs for the DC-powered because of the requirements of a nearby power source and monthly electricity cost.

Annual Subscription Includes:

- Camera hardware and software
- Installation
- Solar or DC-powered
- Maintenance
- Cloud Storage
- Cellular Connectivity
- Ongoing Software Enhancements
- Unlimited User Licenses
- Hotlist Integration & Alerts to Law Enforcement
- Dedicated Community Affairs Customer Support

For more details, please visit the [City website](#) to review the Flock Safety Camera Information Sheet. This can also be obtained by emailing Shane Lee, Administrative Analyst in the City Manager's Office, at [slee@rpvca.gov](mailto:slee@rpvca.gov) or calling (310) 544-5305.



**City of Rancho Palos Verdes  
Homeowners Association Security Camera Grant Program  
Expansion:  
Flock Safety Camera Information Sheet**

**Flock Safety Camera System**

There are 7 million property crimes that occur every year. Unfortunately, only 13% of those crimes get solved, because police need more evidence. Flock Safety's license plate reading cameras give law enforcement the lead they need to solve crime.

**Highlights**

1. **Install Anywhere:** Leverage solar or electricity for power, so cameras can go at entrances, exits, and throughout your neighborhood.
2. **Maintenance-Free:** Flock Safety installs, services, and continuously upgrades your cameras at no additional cost.
3. **Easy-to-Use:** Use a Google-like search 24/7 from your phone or computer to identify vehicles in seconds.
4. **Privacy First:** You own all the footage. Flock Safety will never share it and it deletes every 30 days to limit liability.



**Camera Information**

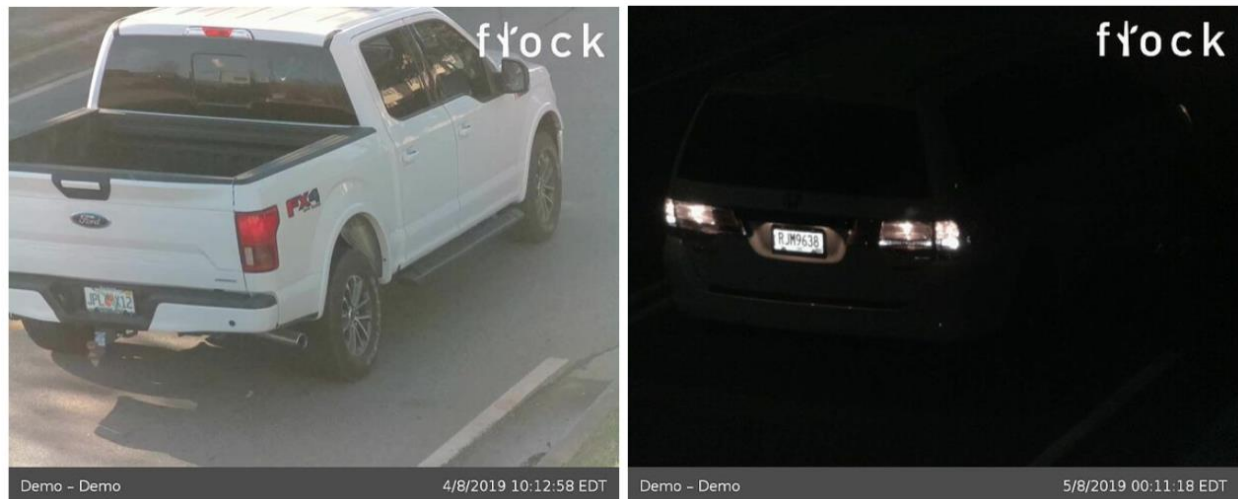
24-hour wireless Automated License Plate Reader (ALPR) camera that captures a vehicle's license plate, make, model, and color. Footage is taken day and night from up to 75 feet away and 75 mph.

Flock Safety Cameras capture high resolution images and operate on a cloud-based system so footage is automatically stored on the cloud, and accessible remotely. Footage can be accessed by credentialed administrators to download or share.

Cameras use either solar or electricity for power, with some added costs to the DC-power because of the requirements of a nearby power source and monthly electricity cost.

Neighborhoods can include their own vehicles in the system to not be read/captured.

**Footage Example:** Captures footage during the day and night.



### **Pricing & Subscription Details**

- **Falcon camera** for alerts to police + evidence (high traffic and entrances/exits)
- **Sparrow camera** for additional evidence and footage (low traffic and interior roads, not sold separately - must accompany the Falcon camera)

Pricing is all-inclusive, meaning the following items are included:

- Camera hardware and software
- Installation
- Maintenance
- Cloud Storage
- Cellular Service
- Software Updates
- Unlimited user licenses
- Integration to local police
- Customer Support

The Falcon camera costs \$2,000 per year, which includes the installation of the standard 6 ft pole. There is an option for an upgraded 12 ft pole, which is an additional one-time fee of \$250.

The Sparrow camera costs \$1,500 per year, which includes the installation of the standard 6 ft pole. The upgrade option for the 12 ft pole with the additional one-time of \$250 is also available for this camera option. Important to note: This camera is not sold separately and must accompany the Falcon camera.



**PLATE**  
 QB W44DYN

**LAST VISIT**  
 3:15 PM

**MAKE**  
 DODGE

**SEEN**  
 3 OF LAST  
 30 DAYS

**COLOR**  
 WHITE

**RESIDENT?**  
 NO

flock safety

# Stop Property Crime

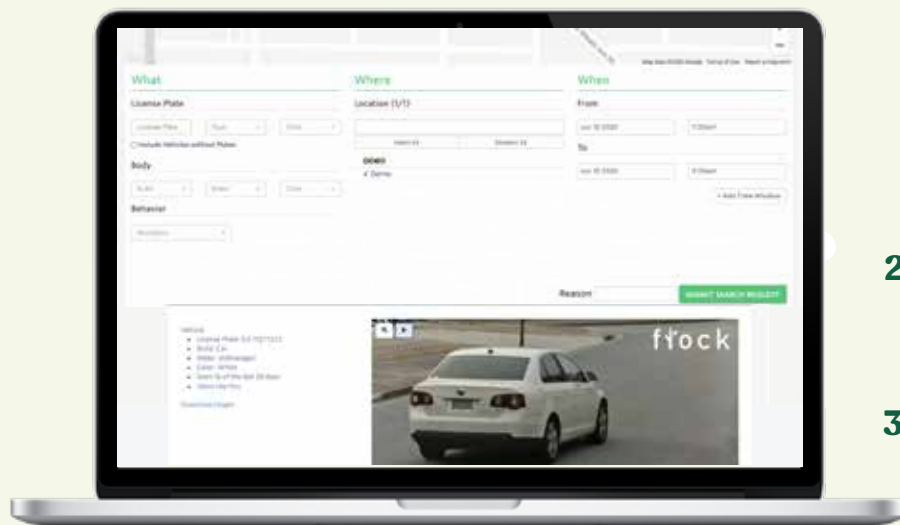
Give police real evidence with license plate reading cameras.

There are **7 million property crimes** that occur every year. Unfortunately, only **13% of those crimes get solved**, because police need more evidence. Flock Safety's license plate reading cameras give law enforcement the lead they need to **solve crime**.

**7**  
7,000,000  
MILLION

property crimes  
occur every year

**ONLY**  
**13%**  
GET SOLVED



## 1. Find Real Evidence

- Timestamp
- Vehicle Make
- Vehicle Color
- License Plate
- Number of Visits

## 2. Law Enforcement Accessible

## 3. Stop & Deter More Crime

**470**  
crimes solved  
so far this year

**750**  
cities in the U.S.  
use Flock Safety

“With Flock Safety’s system, we were able to successfully solve an incident that in any other situation would have been a cold case.”

– Detective N. Yimer, Dekalb Co. Police

Contact Paul at 678.210.8524 or paul@flocksafety.com



### Install Anywhere

Leverage solar or electricity for power, so cameras can go at entrances, exits, and throughout your neighborhood.



### Maintenance-Free

We install, service, and continuously upgrade your cameras at no additional cost.



### Easy-to-Use

Use a Google-like search 24/7 from your phone or computer to identify vehicles in seconds.



### Privacy First

You own all the footage. We never share it and it deletes every 30 days to limit liability.

## All-inclusive pricing. No hidden fees.

✓ Installation    ✓ Maintenance    ✓ Cloud Storage    ✓ Cellular Service    ✓ Software Updates

#### Falcon camera for alerts to police + evidence

high traffic and entrances / exits

**\$2,000 / yr + \$250 one-time** for 12 ft pole

**\$2,000 / yr** for 6 ft pole

#### Sparrow camera for evidence only

low traffic and interior roads

**\$1,500 / yr + \$250 one-time** for 12 ft pole

**\$1,500 / yr** for 6 ft pole



**Join 500,000 neighbors who use Flock Safety to solve crime.**

Our HOA is pleased with our Flock installation to date. The license plate readers are very accurate and the user interface is easy to set-up and use. We consider Flock as one piece in our efforts to keep the community safe.

— Larry, RPV HOA Board Member

**Contact Paul at 678.210.8524 or [paul@flocksafety.com](mailto:paul@flocksafety.com)**



RANCHO PALOS VERDES

## **CHECKLIST FOR ENCROACHMENT PERMIT**

(Work performed by a State Licensed Contractor)

The following items are to be submitted by the Contractor prior to the issuance of the Permit:

- \_\_\_\_\_ Permission of Homeowner (if applicable)
- \_\_\_\_\_ City Business License Number (**current year**)
- \_\_\_\_\_ Certificate of Insurance – Comprehensive General Liability - \$2M  
(**current with WET SIGNATURE required**)
- \_\_\_\_\_ Additional Insured Endorsement for the **City of Rancho Palos Verdes** required  
(**ATTACH endorsement policy**)
- \_\_\_\_\_ Worker's Compensation Insurance (**current**)
- \_\_\_\_\_ State of California Contractor's License Certificate/Card (**current**)
- \_\_\_\_\_ Signed N.P.D.E.S. Compliance Certification (**see attached forms**)
- \_\_\_\_\_ Signed Hold Harmless Agreement (**see attached form**)

Call Dig Alert (1-800-227-2600) Underground Service Alert of Southern California 2 Working Days **before** beginning any work.

Call the City of Rancho Palos Verdes 48 working hours **prior** to Inspection request and/or Final Inspection at (310) 544-5252.





CITY OF RANCHO PALOS VERDES  
DEPARTMENT OF PUBLIC WORKS  
REVOCABLE ENCROACHMENT PERMIT

30940 Hawthorne Blvd., Rancho Palos Verdes 90275  
(310) 544-5252 (Ph) (310) 544-5292 (Fax)

Area

Permit No.

Work Location: \_\_\_\_\_

**APPLICANT TO FILL IN (PLEASE PRINT)**

Permittee/Owner \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ Zip Code \_\_\_\_\_  
Telephone \_\_\_\_\_  
E-Mail Address \_\_\_\_\_

☐ Same as Permittee/Owner  
Contractor \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ Zip Code \_\_\_\_\_  
Telephone \_\_\_\_\_  
E-Mail Address \_\_\_\_\_

**DESCRIPTION OF WORK**

- |  |  |   |  |   |                                   |
|--|--|---|--|---|-----------------------------------|
| <input type="checkbox"/> Asphalt Work  | <input type="checkbox"/> Cellular          | <input type="checkbox"/> Curb Core                  | <input type="checkbox"/> Curb & Gutter       | <input type="checkbox"/> Driveway Approach  | <input type="checkbox"/> Dumpster |
| <input type="checkbox"/> Haul Route    | <input type="checkbox"/> Mailbox           | <input type="checkbox"/> Material/Equipment Staging | <input type="checkbox"/> Parkway Improvement | <input type="checkbox"/> Sewer line/lateral | <input type="checkbox"/> Sidewalk |
| <input type="checkbox"/> Special Event | <input type="checkbox"/> Trench/Excavation | <input type="checkbox"/> Utility Work               | <input type="checkbox"/> Other _____         |   |                                   |

- **APPLICANTS MUST ADHERE TO ALL CITY STANDARDS INCLUDING, BUT NOT LIMITED TO THOSE ON REVERSE SIDE**
- **MUST POST NO PARKING SIGNS 72-HOURS PRIOR TO START OF ANY WORK (IF APPLICABLE)**

**(A HARD COPY OF PERMIT MUST BE KEPT ON THE JOB SITE AT ALL TIMES)**

I, the undersigned permittee hereby certify and agree to the following:

That I or the entity on whose behalf this certification is given, hold a currently valid California Contractor's License and a City of Rancho Palos Verdes Business License.

That I have received, read and understand and I agree to perform all work in accordance with the permit (backside included), the document titled "Instructions for Encroachment Permit," American Public Works Association (A.P.W.A.) Standard Specifications for Public Works Construction, applicable Standards Plans, current California MUTCD manual and the City Municipal Code.

That in consideration of the granting of this permit, the City of Rancho Palos Verdes, City wherein the permit work is to be performed and any of their officers or employees thereof shall be saved harmless by the applicant from any liability or responsibility for any accident, loss or damage to persons or property, happening or occurring as the proximate result of any of the work undertaken under the terms of this application and the permit or permits which may be granted in response thereto, and that all of said liabilities are hereby assumed by the applicant. It is further agreed that if any part of this installation interferes with the future use of the Right of Way by the general public, it must be removed or relocated, as designated by the Director of Public Works at the expense of the permittee/owner or his successor in interest.

- **MOCK UP DISPLAY AND DUMPSTER PERMITS ARE VALID FOR 30 DAYS ONLY - Expires:** \_\_\_\_\_  
(Non-skid plates required for dumpsters over 6% grade)
- **MOCK UP CONSTRUCTION PERMITS VALID FOR 10 DAYS ONLY - Expires:** \_\_\_\_\_

**ALL OTHER PERMITS ARE VALID FOR A PERIOD OF 90 CALENDAR DAYS AFTER THE APPROVAL DATE SHOWN BELOW**

By: \_\_\_\_\_  
Permittee/Contractor Signature Date

**ITEMS TO VERIFY and PERMIT FEES: (Office Use Only)**

- |  |                             |                 |
|--|-----------------------------|-----------------|
| <input type="checkbox"/> City Business Lic. No. _____  | Base Permit Fee             | \$ _____ (RW)   |
| <input type="checkbox"/> Contractor Lic. No. _____<br>(Attach copy of CA State online verification)                | Traffic Engineer Plan Check | \$ _____ T4/TD# |
| <input type="checkbox"/> Certificate of Insurance with Additional Insured Endorsement<br>(Copy of Policy Required) | Improvement Plan Check Fee  | \$ _____ T4/TD# |
| <input type="checkbox"/> Worker's Compensation Insurance<br>(Copy of Policy Required)                              | Inspection Fee              | \$ _____ T4/TD# |
| <input type="checkbox"/> Signed N.P.D.E.S. Compliance Certification  | Special Event Fee           | \$ _____ T4/TD# |
| <input type="checkbox"/> Signed Hold Harmless  | County Sewer Saddle Fee     | \$ _____ (RW)   |
| <input type="checkbox"/> NPDES & BMP Guidelines given to Permittee   | <b>TOTAL FEE</b>            | \$ _____        |

Approved: \_\_\_\_\_  
(Not valid unless approved by Department) Date

Utility Invoice No. 101-0000-115-40. \_\_\_\_\_

Permit Completed: \_\_\_\_\_

- Encroachment Permits may require a minimum of **10 working days of FIRST submittal** for Excavation, Haul Routes and/or Traffic Control Plans.
- All Mock ups shall be installed **at least two weeks prior** to any Public Hearing related to the proposed construction.

**Call "DIG ALERT" at 1-800-227-2600 at least 72 hours prior to any construction.**

- All work, unless otherwise specified, shall be done in accordance with the current edition of the **STANDARD SPECIFICATIONS FOR PUBLIC WORKS CONSTRUCTION**.
- Any staging of materials in the City Right-of-Way requires prior approval.
- Haul Routes must be approved **48 Hours** prior to entering the City.
- The Permittee/Contractor must follow the latest National Pollutant Discharge Elimination System (NPDES) & Best Management Practices (BMP's) guidelines.
- Before work on any sewer line begins, a permit must be issued by the City of Rancho Palos Verdes Building and Safety Division in addition to this permit. For information on sewer permits call (310) 544-5244 and ask for Building and Safety.
- When permittee tunnels under existing curbs, gutters and sidewalks, the excavated trench shall be back-filled with cement grout as described in the Standard Specifications.
- A.C. Pavement shall be saw-cut beyond edge of trench as specified by APWA Standards.
- Asphalt shall be placed in one-inch lifts or as directed by Department of Public Works Staff.
- When compaction or material tests are required, all costs are to be borne by the permittee.
- A one-sack sand slurry mixture may be required for compaction where excavation interferes with traffic flow or where work is within the roadway portion of an intersection.
- All excavations must be back-filled or plated at the end of the workday. The City reserves the right to require the permittee to plate open trenches in lieu of back filling.
- Permanent pavement repairs shall be made within 25 calendar days after excavation work is completed. Inspector's approval is required before permanent repairs are made.
- Tree trunks shall be cut to within 4" of curb height. All tree trunks and roots shall be ground to a depth of 18" below grade by a mechanical stump grinder to the satisfaction of the Department of Public Works staff. All wood chips shall be removed, hole filled and compacted with topsoil.

#### **TRAFFIC CONTROL STANDARD REQUIREMENTS**

- Traffic controls throughout permit construction shall conform to the latest edition of the State of California **MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (MUTCD) FOR USE IN PERFORMANCE OF WORK UPON HIGHWAYS**. Permittee shall provide and maintain all such signs, lights, and devices. All barricades in use after sunset must have portable flashers.
- Traffic may be restricted only between the hours of 9:00 a.m. and 3:00 p.m. on all major and secondary highways and subject to review of the Traffic Engineer.
- One lane of traffic in each direction shall be maintained at all times on all major and secondary highways.
- Pedestrian walkways must be maintained with safety fencing or barrier separation for adjacent excavation.
- The cost of any damage to traffic signal control devices shall be the permittee's responsibility and it shall be brought to the immediate attention of the inspector. The Permittee/Contractor shall be responsible for the replacement cost of any inductive loops in the ground (wire sensors for traffic signals) that are in conflict with or damaged by construction.

#### **DUMPSTER REQUIREMENTS – (MUST OBTAIN CONTAINER FROM LIST OF CURRENT APPROVED VENDORS)**

- Keep the street clean from debris at all times.
- Do not block/obstruct traffic motorists' line of sight in any direction.
- Dumpster shall not infringe on any driveway approach, Fire Hydrant, Emergency facility, or utility cabinet.
- **Dumpsters must have cones or delineators, reflectors, and reflectorized tape at corners.**

#### **CURB AND GUTTER, DRIVEWAY APPROACH, SIDEWALK and CURB CORE REQUIREMENTS**

- City's trench standards shall be adhered to.
- Remove any/all markings following construction.
- Remove and Replace curb and gutter at the edge of the asphalt and haul materials to a recycling center. Provide Load Ticket to the Inspector. (Do not cut Asphalt in the street unless directed to do so by the Department of Public Works staff).
- Install monolithic section of curb and gutter.
- Must remove and replace Concrete Score line to Score line or as directed by the City staff.
- Install a minimum of 6-inch thick 3,250-PSI concrete on drivable surfaces and a minimum of 4-inch thick 3,250-PSI concrete in other places.
- Follow American Public Works Association (APWA) standards for Curb Core (Standards available at the City of Rancho Palos Verdes/Department of Public Works).

**To schedule an inspection, please visit <http://www.rpvca.gov/FormCenter/Public-Works-8/Encroachment-Inspection-ERequest-58> or dial (310) 544-5338. If calling please include the permit number, job address and your contact information. Contact the City of Rancho Palos Verdes Department of Public Works for questions (310) 544-5252**  
**City Hall Hours: Monday – Thursday 7:30 AM – 5:30PM and Fridays 7:30AM – 4:30PM**  
**Closed Daily from 12:00PM – 1:00PM.** [www.rpvca.gov](http://www.rpvca.gov)

**ACORD** **CERTIFICATE OF LIABILITY INSURANCE** DATE (MM/DD/YYYY)

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

|   |  |
|---|--|
| <b>PRODUCER</b><br>NAME:<br>PHONE (A/C, H, Ext):<br>FAX (A/C, H, Ext):<br>ADDRESS:<br>PRODUCER<br>CUSTOMER ID#:<br>INSURER(S) AFFORDING COVERAGE: | <b>INSURED</b><br>INSURER A:<br>INSURER B:<br>INSURER C:<br>INSURER D:<br>INSURER E:<br>INSURER F: |
|---|--|

**COVERAGES** **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| THIRD<br>LTH | TYPE OF INSURANCE  | PROD<br>PER  | INSUR<br>PER | POLICY<br>NUMBER | POLICY EFF<br>(MM/DD/YYYY) | POLICY EXP<br>(MM/DD/YYYY) | LIMITS   |
|--------------|--|--|--------------|------------------|----------------------------|----------------------------|--|
|              | <b>GENERAL LIABILITY</b>   |  |              |                  |                            |                            | EACH OCCURRENCE \$<br>DAMAGE TO RENTED PREMISES (Ea occurrence) \$<br>MED EXP (Any one person) \$<br>PERSONAL & ADV INJURY \$<br>GENERAL AGGREGATE \$<br>PRODUCTS - COMPROP AGG \$<br>\$ |
|              | <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY<br><input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> OCCUR<br>GEN'L AGGREGATE LIMIT APPLIES PER:<br><input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC |  |              |                  |                            |                            | COMBINED SINGLE LIMIT (Ea accident) \$<br>BODILY INJURY (Per person) \$<br>BODILY INJURY (Per accident) \$<br>PROPERTY DAMAGE (Per accident) \$<br>\$<br>\$<br>\$                        |
|              | <b>AUTOMOBILE LIABILITY</b>  |  |              |                  |                            |                            | ANY AUTO<br>ALL OWNED AUTOS<br>SCHEDULED AUTOS<br>HIRED AUTOS<br>NON-OWNED AUTOS   |
|              | <input type="checkbox"/> UMBRELLA LMB<br><input type="checkbox"/> EXCESS LMB<br>DEDUCTIBLE \$<br>RETENTION \$  | <input type="checkbox"/> OCCUR<br><input type="checkbox"/> CLAIMS-MADE |              |                  |                            |                            | EACH OCCURRENCE \$<br>AGGREGATE \$<br>\$<br>\$   |
|              | <b>WORKERS COMPENSATION AND EMPLOYERS LIABILITY</b><br>ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/OWNER EXCLUDED?<br>(Check appropriate box in 104)<br>If yes, describe under SPECIAL PROVISIONS below   | <input type="checkbox"/> Y/N<br><input type="checkbox"/> N/A           |              |                  |                            |                            | \$C STATL<br>TORT LIMITS<br>\$C EN<br>E.L. EA CH ACCIDENT \$<br>E.L. DISEASE - EA EMPLOYEE \$<br>E.L. DISEASE - POLICY LIMIT \$  |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

The City of Rancho Palos Verdes, its officials, employees, and agents are named Additional Insured per CG attached.

|   |   |
|---|---|
| <b>CERTIFICATE HOLDER</b><br>City of Rancho Palos Verdes<br>30940 Hawthorne Blvd<br>Rancho Palos Verdes, CA 90275 | <b>CANCELLATION</b><br>WOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.<br>AUTHORIZED REPRESENTATIVE |
|---|---|

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POLICY NUMBER:

COMMERCIAL GENERAL LIABILITY  
CG 20 37 04 13

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

## ADDITIONAL INSURED – OWNERS, LESSEES OR CONTRACTORS – COMPLETED OPERATIONS

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART  
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

### SCHEDULE

| Name Of Additional Insured Person(s)<br>Or Organization(s)   | Location And Description Of Completed Operations |
|--|--|
| City of Rancho Palos Verdes, its<br>officials, employees and agents                                    |  |
|  |  |
|  |  |
| Information required to complete this Schedule, if not shown above, will be shown in the Declarations. |  |

A. **Section II – Who Is An Insured** is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury" or "property damage" caused, in whole or in part, by "your work" at the location designated and described in the Schedule of this endorsement performed for that additional insured and included in the "products-completed operations hazard".

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these additional insureds, the following is added to **Section III – Limits Of Insurance**:

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or
2. Available under the applicable Limits of Insurance shown in the Declarations;

whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

## ADDITIONAL INSURED – OWNERS, LESSEES OR CONTRACTORS – SCHEDULED PERSON OR ORGANIZATION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

### SCHEDULE

| Name Of Additional Insured Person(s)<br>Or Organization(s)   | Location(s) Of Covered Operations |
|--|-----------------------------------|
| City of Rancho Palos Verdes, its<br>officials, employees and agents                                    |                                   |
| Information required to complete this Schedule, if not shown above, will be shown in the Declarations. |                                   |

A. **Section II – Who Is An Insured** is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by:

1. Your acts or omissions; or
2. The acts or omissions of those acting on your behalf;

in the performance of your ongoing operations for the additional insured(s) at the location(s) designated above.

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these additional insureds, the following additional exclusions apply:

This insurance does not apply to "bodily injury" or "property damage" occurring after:

1. All work, including materials, parts or equipment furnished in connection with such work, on the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured(s) at the location of the covered operations has been completed; or
2. That portion of "your work" out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as a part of the same project.

- C. With respect to the insurance afforded to these additional insureds, the following is added to **Section III – Limits Of Insurance:**

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or

2. Available under the applicable Limits of Insurance shown in the Declarations;

whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

SAMPLE

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

## ADDITIONAL INSURED – DESIGNATED PERSON OR ORGANIZATION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

### SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s):

The City of Rancho Palos Verdes It's officials, employees and agents  
30940 Hawthorne Blvd.  
Rancho Palos Verdes, CA 90275

Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

A. **Section II – Who Is An Insured** is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:

1. In the performance of your ongoing operations; or
2. In connection with your premises owned by or rented to you.

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these additional insureds, the following is added to **Section III – Limits Of Insurance**:

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or
2. Available under the applicable Limits of Insurance shown in the Declarations;

whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.



3

Sample Endorsement

POLICY NUMBER:

COMMERCIAL GENERAL LIABILITY

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.  
**ADDITIONAL INSURED - OWNERS, LESSEES OR  
CONTRACTORS (FORM B)**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART.

SCHEDULE

Name of Person or Organization:

*City of XYZ, its officials, employees and agents*

(If no entry appears above information required to complete this endorsement will be shown in the Declarations as applicable to this endorsement.)

WHO IS AN INSURED (Section II) is amended to include as an insured the person or organization shown in the Schedule, but only with respect to liability arising out of "your work" for that insured by or for you.

*Any other insurance or self-insurance maintained by the person or organization shown in the Schedule, shall be in excess of this insurance and shall not contribute with it.*

*As respects the interests of the person or organization shown in the Schedule, this insurance shall not be canceled nor reduced in coverage or limits except after thirty (30) days prior written notice has been provided to said person or organization.*

*This insurance applies separately to each insured against whom claim is made or suit is brought except with respect to the company's limits of liability. The inclusion of any person or organization as an insured shall not affect any right which such person or organization would have as a claimant if not so included.*



**Worker's Compensation  
Certificate of Insurance**

WHEREAS, the City of Rancho Palos Verdes has required certain insurance to be provided by:

\_\_\_\_\_

NOW THEREFORE, the undersigned insurance company does hereby certify that it has issued the policy or policies described below to the following named insured and that the same are in force at this time.

1. This certificate is issued to:

City of Rancho Palos Verdes  
City Hall  
30940 Hawthorne Blvd.  
Rancho Palos Verdes, CA 90275 - 5391

2. The insured under such policy or policies are:
- \_\_\_\_\_

3. Worker's Compensation Policy or Policies in a form approved by the Insurance Commissioner of California covering all operations of the named insured as follows:

| <u>Policy Number</u> | <u>Effective Date</u> | <u>Expiration Date</u> |
|----------------------|-----------------------|------------------------|
| _____                | _____                 | _____                  |
| _____                | _____                 | _____                  |
| _____                | _____                 | _____                  |

4. Said policy or policies shall not be canceled, nor shall there be any reduction in coverage or limits of liability unless and until thirty days' written notice thereof has been served upon the City Clerk of the City of Rancho Palos Verdes.
- \_\_\_\_\_
- \_\_\_\_\_

By: \_\_\_\_\_  
Its Authorized Representative



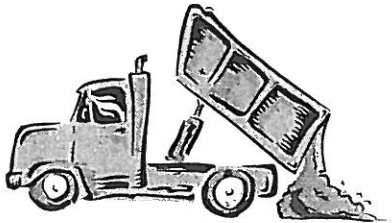
RANCHO PALOS VERDES

## **National Pollutant Discharge Elimination System Requirements for Permits in the Public Right of Way**

The Federal clean Water Act and the City of Palos Verdes' NPDES Permit require all construction projects within the Rancho Palos Verdes jurisdiction reduce the amount of pollutants leaving their site and reaching the ocean to the maximum extent practicable. To achieve this goal, contractors must implement appropriate storm water and urban runoff control measures also known as Best Management Practices or BMPs.

**All** contractors must complete the attached form OC-1, unless specifically exempted (see item 1 on form OC-1). You must also circle the appropriate construction activities on the "Contractor/Developer Information checklist to obtain the correct BMP pamphlet.

Contractor's having projects with over 2 acres of disturbed area must also prepare a Local (or full) Storm Water Pollution Prevention Plan. Projects ongoing during the winter months will also require a Wet Weather Erosion Control Plan.



It is your responsibility to read, fully understand, submit the appropriate documents and implement BMPs pertaining to your project. Attached is a list of BMPs to be used, or you can use the Best Management Practices Handbook, California Stormwater Quality Taskforce, Sacramento, California 1993, for additional information.

BMP pamphlets and additional information materials are available at both the Building and Public Works counters. A list of firms providing training to the construction industry is attached.

## General Requirements

- A) The CONTRACTOR shall not discharge or permit to be discharged to any street, channel, river, storm drain or any appurtenances thereof, any non-rain water or other liquid from the project site or from operations pertaining to the project site without first securing a valid National Pollutant Discharge Elimination System (NPDES) Permit unless the discharge is specifically listed as exempt or conditionally exempt in the most current list issued by the Regional Water Quality Control Board, Los Angeles Region.

The Contractor shall implement all necessary Best Management Practices to ensure that any conditionally exempt discharge meets all current requirements of the Regional Board and the City.

The City may, at its option, prohibit or restrict any discharge if polluting, unsafe or nuisance conditions are being created.

- B) The CONTRACTOR shall reduce the discharge of pollutants in storm water runoff to the maximum extent practicable by the effective implementation of appropriate Best Management Practices including but not limited to:
1. Spills and leaks must be cleaned up immediately.
  2. Vehicles and equipment must be refueled in a designated area.
  3. Vehicles and equipment must be washed at an appropriate off site facility or in a designated area not draining to the street or storm drain system.
  4. Exposed piles of soil, debris and construction materials must be covered with plastic sheeting if rain is predicted.
  5. Do not store or deposit materials on surfaces that drain to streets, storm drains or channels.
  6. Catch basins within and downstream of the project area must be protected from runoff containing excessive sediment.
  7. Employees and subcontractors must be trained about the causes of storm water pollution and preventative measures.

- C) For Sites involving less than 2 acres of disturbed area a Contractor's Certification must be prepared. For sites with at least 2 acres of disturbed area, but less than 5 acres, a Local SWPPP must be prepared. For sites with more than 5 acres of disturbed area, a SWPPP must be prepared and the CONTRACTOR must provide evidence to the City that a Notice of Intent (NOI) has been submitted to the appropriate State agency. Storm Water certifications, plans and supporting information must be submitted to and approved by the City prior to performing any operation which will disturb soil (including but not limited to: excavation, grading, demolition, land clearing, pavement removal).

The preparation, submittal and adherence to all Storm Water Pollution Prevention Plans (Certification, LSWPP & SWPPP), Wet Weather Erosion Control Plans (WWECP) is the responsibility of the CONTRACTOR.

- D) The CONTRACTOR shall exercise every reasonable precaution to protect streams, rivers, bays and ponds from pollution with sediment, fuels, oils and other harmful materials and shall conduct and schedule its operation so as to avoid or minimize muddying and silting of streets, storm drains, streams, rivers, bays and ponds.
- E) The CONTRACTOR shall inspect all construction site structural BMPs for proper operation before and after every rainfall with 0.25 inches or more of predicted or actual precipitation at regular intervals (in accordance with the Los Angeles County Municipal Development Construction Model Program) during any extended rainfall event. Necessary repairs and maintenance must be performed as soon as feasible.

**Los Angeles County Department of Public Works  
Stormwater Management Training for Contractors – Consultants List**

The following companies have experience in stormwater management and are interested in providing stormwater management training for contractors. They are listed in alphabetical order; no prioritization or ranking of firms is implied. This information is being provided as a service by the Los Angeles County Department of Public Works. Please contact any or all of the following companies directly to negotiate training for your company.

**Blymer Engineers, Inc.**

Sue Black, Vice President Environmental Services  
1829 Clement Avenue  
Alameda, California 94501  
Phone: (800) 753-3773  
Fax: (510) 865-2594

**Geoff Brosseau**

Environmental Consultant  
518 Central Avenue  
Menlo Park, California 94025-2807  
Phone: (415) 322-3070  
Fax: (415) 322-5147

**Custom Environmental Services**

Rosalie A. Skefich, Chemical Engineer  
233 Forest Drive  
Santa Barbara, California 93117-1108  
Phone: (805) 968-2112  
Fax: (805) 968-2137

**Environmental Science & Engineering, Inc.**

Karl Brewley, Project Scientist  
17390 Brookhurst Street, Suite 110  
Fountain Valley, California 92708  
Phone: (714) 964-8722  
Fax: (714) 962-3383

**John L. Hunter and Associates, Inc.**

Sheila Kennedy  
13310 Firestone Boulevard, Suite A2  
Santa Fe Springs, California 90670  
Phone: (562) 802-7880  
Fax: (562) 802-2297

**Kennedy/Jenks Consultants**

Rudolf Ohlemutz  
1000 Hill Road, Suite 200  
Ventura, California 93003  
Phone: (805) 658-0607  
Fax: (805) 650-1522

**Simons, Li & Associates, Inc.**

Novin Rashedi, Senior Hydrologist  
3150 Bristol Street, Suite 500  
Costa Mesa, California 92626  
Phone: (714) 513-1280  
Fax: (714) 513-1278

**John Tettemer & Associates, Ltd.**

John Wolter  
3151 Airway Avenue, Suite Q-1  
Costa Mesa, California 92626  
Phone: (714) 434-9080  
Fax: (714) 434-6120

**Larry Walker Associates**

Mack Walker, Vice President  
509 4th Street  
Davis, California 95616  
Phone: (916) 753-6400  
Fax: (916) 753-7030



RANCHO PALOS VERDES

# Contractor's Certification

Form  
OC-1

CONSTRUCTION  
Public Right of Way

The National Pollutant Discharge Elimination System (NPDES) is the portion of the Clean Water Act that applies to the protection of receiving waters. Under permits from the Los Angeles Regional Water Quality Control Board (RWQCB), certain activities are subject to RWQCB enforcement. Complete the following applicable sections:

**1** If your project is: Interior work, tenant improvement, electrical, mechanical or emergency construction: **Do not complete this form.**

**2a** If your project will have less than 2 acres of disturbed area (not total project area) complete this section

Disturbed area includes: demolition, land clearing, grading, excavation, etc.

OWNER NAME \_\_\_\_\_  
OWNER ADDRESS \_\_\_\_\_  
\_\_\_\_\_

SITE NAME \_\_\_\_\_  
SITE ADDRESS \_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
CONTRACTOR NAME

\_\_\_\_\_  
CONTRACTOR ADDRESS

To meet the requirements of the Los Angeles County Municipal Storm Water Permit (CAS614001), Minimum requirements for sediment control, erosion control and construction activities control to be implemented on each project site. Minimum requirements include:

**SEDIMENT CONTROL:** Eroded sediments from areas disturbed by construction and from stockpiles of soil shall be retained on site to minimize sediment transport from the site to streets, drainage facilities or adjacent properties via runoff, vehicle tracking, or wind.

This will be accomplished by (check all that apply): ☐ Sand bags ☐ Work will be conducted only between May 15 and September 30  
☐ Silt Fence  
☐ Other (describe) \_\_\_\_\_

**CONSTRUCTION MATERIALS CONTROL:** Construction related materials, wastes, spills or residues shall be retained on site to minimize transport from the site to streets, drainage facilities or adjoining properties by wind or runoff. Runoff from equipment and vehicle washing shall be contained at construction sites unless treated to remove sediment and pollutants.

This will be accomplished by (check all that apply): ☐ Following the BMP pamphlets' guidelines  
☐ Following the "Blueprint for a Clean Ocean" guidelines  
☐ Other (describe): \_\_\_\_\_

**2b** If your project has between 1/4 and 2 acres of disturbed area, submit a site plan showing the size and location of the Best Management Plans that will be implemented on site.

**3** If your project has over 2 acres, but less than 5 acres of disturbed area, submit a Local Storm Water Pollution Prevention Plan.

**4** If your project has 5 acres or more of disturbed area submit: (1) a copy of the Notice of Intent Letter from the State showing your WDID Number and (2) submit a copy of your SWPPP. (Contact the State Regional Water Quality Control Board at 1-213-576-6600 for questions.

I hereby certify that I have read, understand and will comply with the requirements indicated above:

\_\_\_\_\_  
Contractor or Authorized Representative Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Name (printed)

\_\_\_\_\_  
Date

Additional information may be required based upon a review of the submittal.

# STORM WATER RUNOFF POLLUTION PREVENTION



RANCHO PALOS VERDES

## CONTRACTOR / DEVELOPER INFORMATION CHECKLIST

|                 |  |
|-----------------|--|
| Project Address |  |
| Applicant Name  |  |

| <div> <div>City to provide these BMP pamphlets</div> <div>                     If your project will include any of the following activities, check the box.                 </div> </div> | Roadwork and Paving                 | Painting                            | Landscaping, Gardening and Pest Control | General Construction and Site Supervision | Heavy Equipment & Earth-Moving Activities | Home Repair and Remodeling          | Fresh Concrete and Mortar Application | Automotive Maintenance and Car Care |
|---|-------------------------------------|-------------------------------------|---|---|---|-------------------------------------|---------------------------------------|-------------------------------------|
| Road construction <input type="checkbox"/>  | <input checked="" type="checkbox"/> |                                     |   | <input checked="" type="checkbox"/>       | <input checked="" type="checkbox"/>       |                                     | <input checked="" type="checkbox"/>   |                                     |
| Driveway construction <input type="checkbox"/>  | <input checked="" type="checkbox"/> |                                     |   | <input checked="" type="checkbox"/>       | <input checked="" type="checkbox"/>       |                                     | <input checked="" type="checkbox"/>   |                                     |
| Roadway seal coating <input type="checkbox"/>   | <input checked="" type="checkbox"/> |                                     |   | <input checked="" type="checkbox"/>       | <input checked="" type="checkbox"/>       |                                     |                                       |                                     |
| Heavy equipment operation <input type="checkbox"/>  |                                     |                                     |   | <input checked="" type="checkbox"/>       | <input checked="" type="checkbox"/>       |                                     |                                       | <input checked="" type="checkbox"/> |
| Cement truck operation <input type="checkbox"/>   |                                     |                                     |   | <input checked="" type="checkbox"/>       | <input checked="" type="checkbox"/>       |                                     |                                       | <input checked="" type="checkbox"/> |
| Asphalt and concrete saw cutting <input type="checkbox"/>   | <input checked="" type="checkbox"/> |                                     |   | <input checked="" type="checkbox"/>       |   | <input checked="" type="checkbox"/> |                                       |                                     |
| Asphalt and concrete removal <input type="checkbox"/>   | <input checked="" type="checkbox"/> |                                     |   | <input checked="" type="checkbox"/>       |   | <input checked="" type="checkbox"/> |                                       |                                     |
| Excavation <input type="checkbox"/>   |                                     |                                     |   | <input checked="" type="checkbox"/>       | <input checked="" type="checkbox"/>       |                                     |                                       |                                     |
| Materials stockpiling <input type="checkbox"/>  |                                     |                                     |   | <input checked="" type="checkbox"/>       |   |                                     |                                       |                                     |
| Grading <input type="checkbox"/>  |                                     |                                     |   | <input checked="" type="checkbox"/>       | <input checked="" type="checkbox"/>       |                                     |                                       |                                     |
| Painting <input type="checkbox"/>   |                                     | <input checked="" type="checkbox"/> |   | <input checked="" type="checkbox"/>       |   | <input checked="" type="checkbox"/> |                                       |                                     |
| Drywall, plaster, paper hanging, flooring, etc. <input type="checkbox"/>  |                                     | <input checked="" type="checkbox"/> |   | <input checked="" type="checkbox"/>       |   | <input checked="" type="checkbox"/> |                                       |                                     |
| Paint removal <input type="checkbox"/>  |                                     | <input checked="" type="checkbox"/> |   | <input checked="" type="checkbox"/>       |   | <input checked="" type="checkbox"/> |                                       |                                     |
| Landscaping and gardening <input type="checkbox"/>  |                                     |                                     | <input checked="" type="checkbox"/>     | <input checked="" type="checkbox"/>       |   | <input checked="" type="checkbox"/> |                                       |                                     |
| Pest control <input type="checkbox"/>   |                                     |                                     | <input checked="" type="checkbox"/>     | <input checked="" type="checkbox"/>       |   | <input checked="" type="checkbox"/> |                                       |                                     |
| Equipment maintenance <input type="checkbox"/>  |                                     |                                     |   | <input checked="" type="checkbox"/>       |   |                                     |                                       | <input checked="" type="checkbox"/> |
| Vehicle maintenance <input type="checkbox"/>  |                                     |                                     |   | <input checked="" type="checkbox"/>       |   |                                     |                                       | <input checked="" type="checkbox"/> |
| Equipment and vehicle washing <input type="checkbox"/>  |                                     |                                     |   | <input checked="" type="checkbox"/>       |   |                                     |                                       | <input checked="" type="checkbox"/> |
| Roofing <input type="checkbox"/>  |                                     |                                     |   | <input checked="" type="checkbox"/>       |   | <input checked="" type="checkbox"/> |                                       |                                     |
| Equipment fueling <input type="checkbox"/>  |                                     |                                     |   | <input checked="" type="checkbox"/>       |   |                                     |                                       | <input checked="" type="checkbox"/> |
| Vehicle fueling <input type="checkbox"/>  |                                     |                                     |   | <input checked="" type="checkbox"/>       |   |                                     |                                       | <input checked="" type="checkbox"/> |
| Concrete or Masonry work <input type="checkbox"/>   |                                     |                                     |   | <input checked="" type="checkbox"/>       |   |                                     | <input checked="" type="checkbox"/>   |                                     |
| Demolition <input type="checkbox"/>   |                                     |                                     |   | <input checked="" type="checkbox"/>       |   | <input checked="" type="checkbox"/> |                                       |                                     |

Applicant's signature

Date



## STATEMENT OF UNDERSTANDING

As the \_\_\_\_\_ of the project, I have reviewed the *Best Management Practices Handbooks, California Storm Water Quality Task Force, Sacramento, CA.* and have proposed the implementation of the Best Management Practices (BMPs) applicable, to effectively minimize the negative impacts of this project's construction activities on the surrounding water quality. The selected BMPs will be installed, monitored and maintained to ensure their effectiveness. The BMPs that I have not chosen for implementation are redundant or deemed not applicable to the proposed construction activities. If at any time, site conditions and/ or the County official warrant reevaluation and revisions of the chosen BMPs, the appropriate changes will be made without unnecessary delay. I am aware that failure to properly implement and maintain, while under construction, the BMPs necessary to prevent the discharge of pollutants from this project could result in significant penalties and/or delays.

Signature: \_\_\_\_\_

Print name: \_\_\_\_\_

Date: \_\_\_\_\_

Project Description: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Project Address: \_\_\_\_\_



**INDEMNIFICATION AND HOLD HARMLESS AGREEMENT  
AND WAIVER OF SUBROGATION AND CONTRIBUTION**

Contract/Agreement/License/Permit No. or description: \_\_\_\_\_

Indemnitor(s) *(list all names)*: \_\_\_\_\_

To the fullest extent permitted by law, Indemnitor hereby agrees, at its sole cost and expense, to defend, protect, indemnify, and hold harmless the \_\_\_\_\_ and its elected officials, officers, attorneys, agents, employees, volunteers, successors, and assigns (collectively "Indemnitees") from and against any and all damages, costs, expenses, liabilities, claims, demands, causes of action, proceedings, expenses, judgments, penalties, liens, and losses of any nature whatsoever, including fees of accountants, attorneys, or other professionals and all costs associated therewith (collectively "Liabilities"), arising or claimed to arise, directly or indirectly, out of, in connection with, resulting from, or related to any act, failure to act, error, or omission of Indemnitor or any of its officers, agents, servants, employees, subcontractors, materialmen, suppliers or their officers, agents, servants or employees, arising or claimed to arise, directly or indirectly, out of, in connection with, resulting from, or related to the above-referenced contract, agreement, license, or permit (the "Agreement") or the performance or failure to perform any term, provision, covenant, or condition of the Agreement, including this indemnity provision. This indemnity provision is effective regardless of any prior, concurrent, or subsequent active or passive negligence by Indemnitees and shall operate to fully indemnify Indemnitees against any such negligence. This indemnity provision shall survive the termination of the Agreement and is in addition to any other rights or remedies which Indemnitees may have under the law. Payment is not required as a condition precedent to an Indemnitee's right to recover under this indemnity provision, and an entry of judgment against an Indemnitee shall be conclusive in favor of the Indemnitee's right to recover under this indemnity provision. Indemnitor shall pay Indemnitees for any attorneys fees and costs incurred in enforcing this indemnification provision. Notwithstanding the foregoing, nothing in this instrument shall be construed to encompass (a) Indemnitees' sole negligence or willful misconduct to the limited extent that the underlying Agreement is subject to Civil Code § 2782(a) or (b) the contracting public agency's active negligence to the limited extent that the underlying Agreement is subject to Civil Code § 2782(b). This indemnity is effective without reference to the existence or applicability of any insurance coverages which may have been required under the Agreement or any additional insured endorsements which may extend to Indemnitees.

Indemnitor, on behalf of itself and all parties claiming under or through it, hereby waives all rights of subrogation and contribution against the Indemnitees, while acting within the scope of their duties, from all claims, losses and liabilities arising out of or incident to activities or operations performed by or on behalf of the Indemnitor regardless of any prior, concurrent, or subsequent active or passive negligence by the Indemnitees.

In the event there is more than one person or entity named in the Agreement as an Indemnitor, then all obligations, liabilities, covenants and conditions under this instrument shall be joint and several.

"Indemnitor"

Name \_\_\_\_\_

Name \_\_\_\_\_

By: \_\_\_\_\_

Its

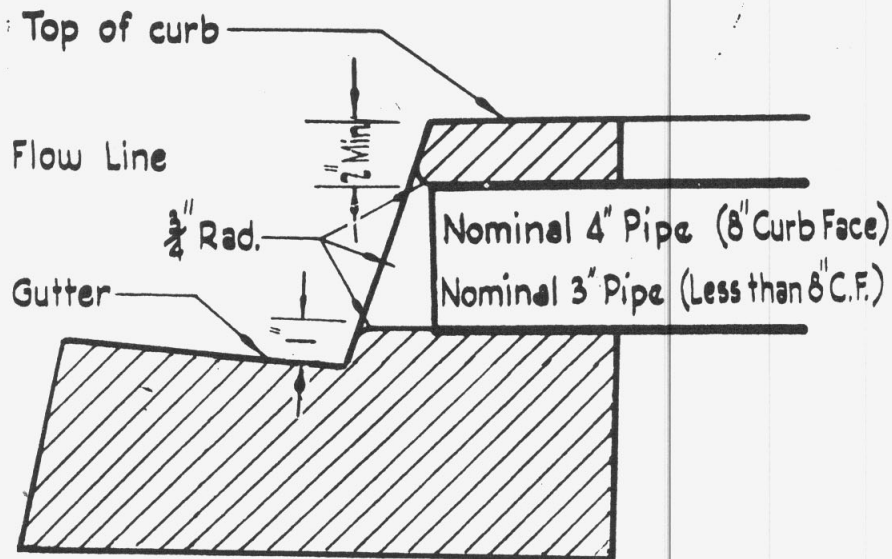
By: \_\_\_\_\_

Its

# **PERMIT PLANS & SPECIFICATIONS**

# LOS ANGELES COUNTY ROAD DEPARTMENT

## CURB DRAIN STANDARD



### CROSS SECTION

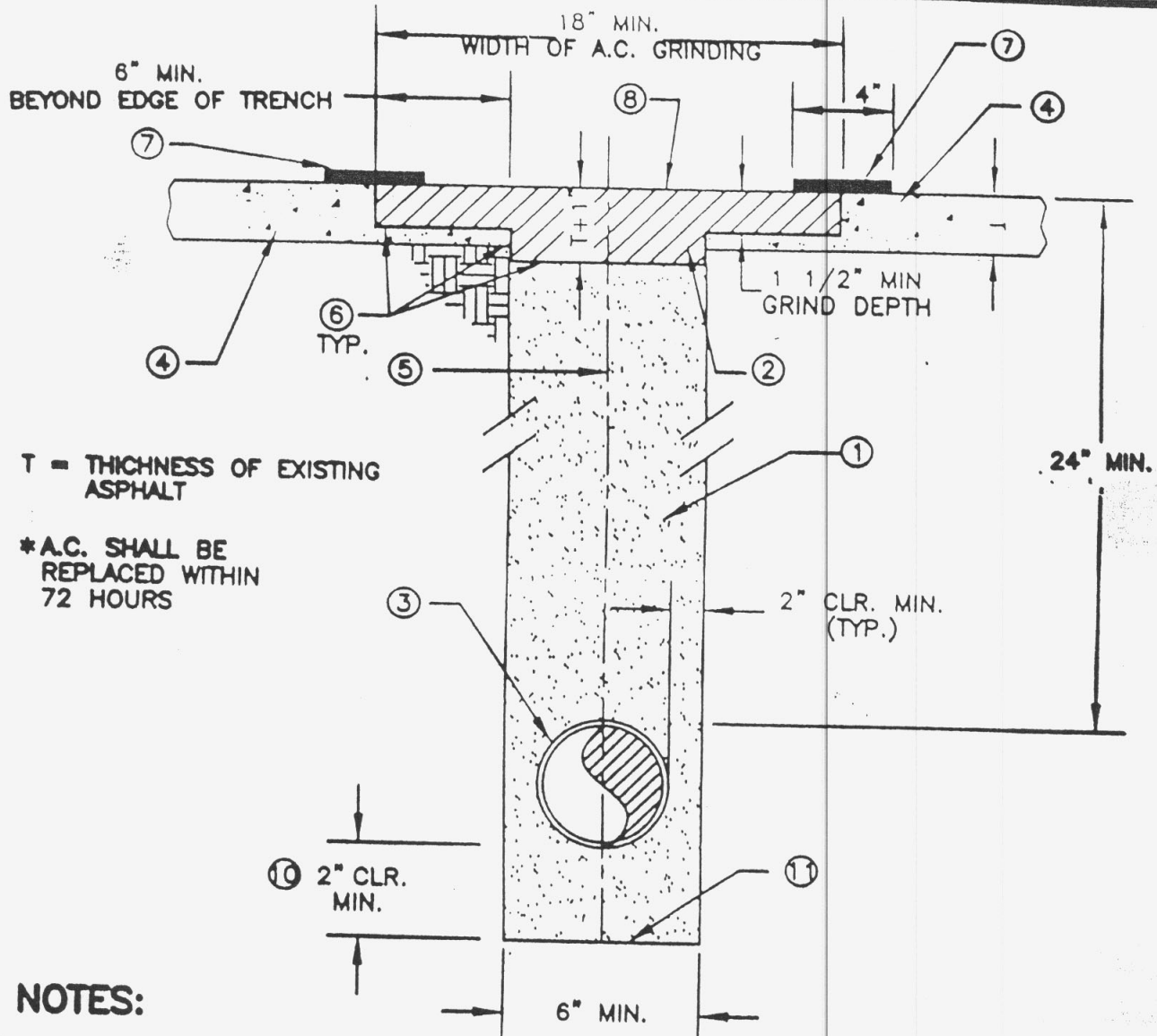
NOTE 1: A minimum separation of ten (10') feet is required between adjacent drains on the same property.

NOTE 2: If a greater volume of water flow is desired, either  
a) Substitute oval transite pipe for the round pipe;  
the vertical height of the oval pipe shall not exceed  
four (4) inches; or,  
b) Construct a Modified Number 12 Box Culvert.

NOTE 3: If a pipe drain is installed through a curb with less than a nominal eight (8) inch face, the flow line of the pipe shall be at the same elevation as the flow line of the gutter. Such pipe shall not exceed three (3) inch nominal diameter.

NOTE 4: County Class "B" ( $5\frac{1}{2}$  Sack/yd.,  $\frac{3}{4}$ " maximum aggregate), concrete shall be used for repouring the curb.

NOTE 5: For inspection Call: (310) 541-6500



## NOTES:

- ① 2 SACK SLURRY BACKFILL OR A.P.W.A. CLASS 100-E-100 CONCRETE MIX. ALLOW MIN. 24 HRS. BEFORE PLACING A.C.
- ② A.P.W.A. CLASS D2-AR-4000 A.C. (1/2" MIX).\*
- ③ LOCATION OF CONDUITS AND CABLES. MULTIPLE CONDUITS SHALL BE BUNDLED AND TIED.
- ④ EXISTING A.C. PAVEMENT.
- ⑤ SYMMETRICAL ABOUT CENTERLINE OF TRENCH
- ⑥ TACKCOAT, GRADE SS-1h EMULSIFIED ASPHALT AT 0.15 GALLONS PER SQUARE YARD.
- ⑦ SPRAY GRADE SS-1h EMULSIFIED ASPHALT AT 0.15 GALLONS PER SQUARE YARD, 4" WIDE, CENTERED ON A.C. SEAM LINE.
- ⑧ SURFACE TREATMENT TO MATCH EXISTING PAVEMENT (E.G. SLURRY, ETC.).
- ⑨ WHEN THE EDGE OF THE GRIND LINE IS WITHIN 12" OF EDGE OF PAVEMENT, CURB OR GUTTER, ANY STRUCTURE, OR AN ADJACENT TRENCH PATCH, GRINDING SHALL BE EXTENDED TO SAID LINE.
- ⑩ CONDUITS SHALL BE SUPPORTED AT 4' ON CENTER TO ALLOW FOR FULL ENCASEMENT OF CONDUITS WITH SLURRY. (SAND PLACED ON BOTTOM OF TRENCH COMPACTED TO 95% R.C. MAY BE SUBSTITUTED)
- ⑪ BOTTOM OF TRENCH SHALL BE COMPACTED TO 95% R.C.

## REVISIONS

- ①
- ②
- ③

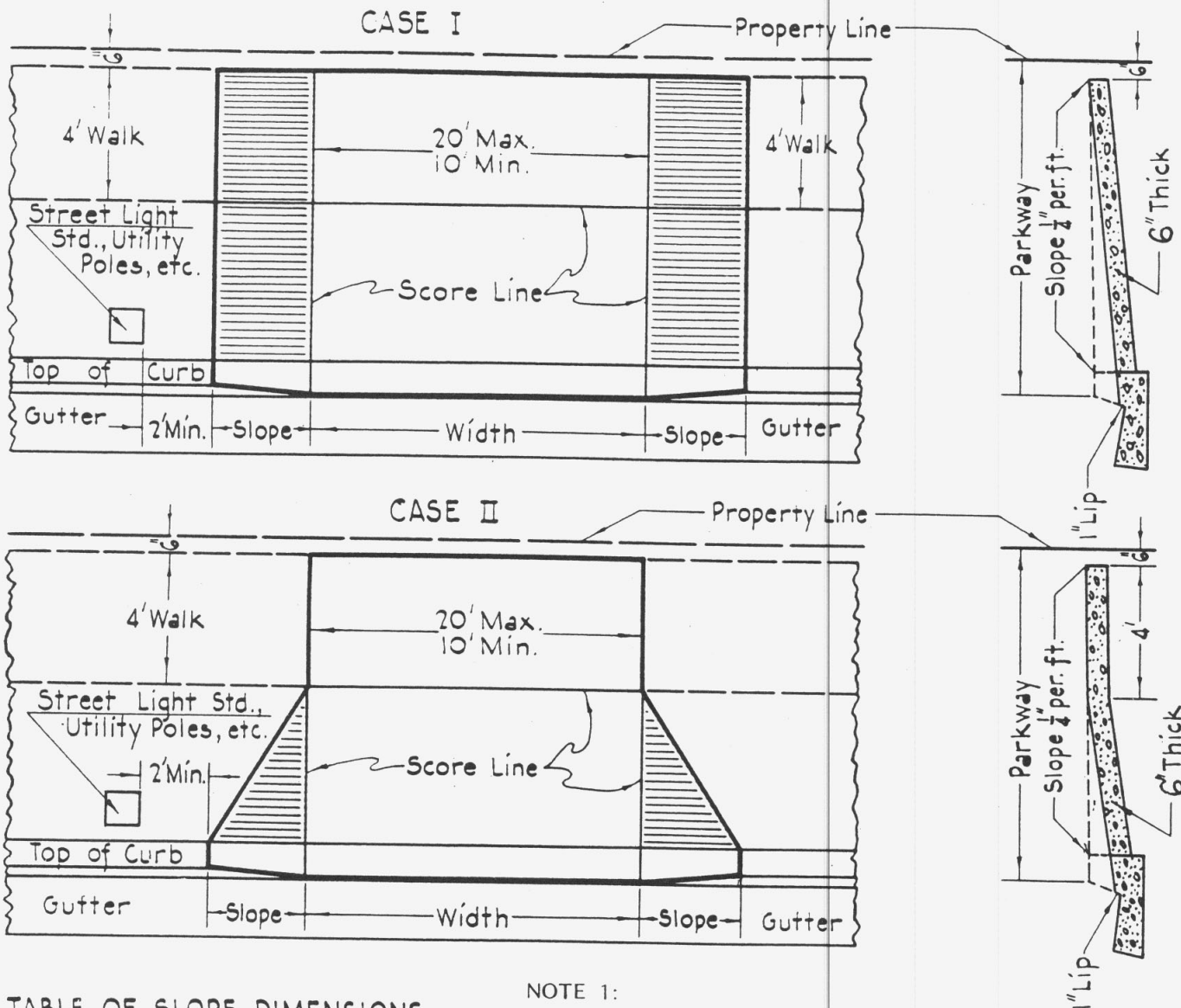
CITY OF RANCHO PALOS VERDES

## NARROW UTILITY TRENCH SLURRY BACKFILL & ASPHALT RESURFACING

APPROVED BY:

*J. L. Lano* 7/30/97  
DIRECTOR OF DATE  
PUBLIC WORKS

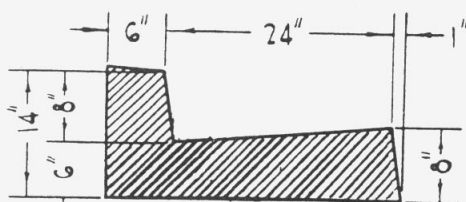
# RESIDENTIAL AND APARTMENT DRIVEWAY STANDARDS



CROSS - SECTION OF DRIVEWAY APRON

TABLE OF SLOPE DIMENSIONS

| CURB FACE HEIGHT | CASE I | CASE II |
|------------------|--------|---------|
| 6" or less       | 3'     | 2'      |
| 7" to 8"         | 4'     | 3'      |
| 9" to 12"        | 4'     | 4'      |



STANDARD CURB SECTION

Curb face Batter 4" in 12"  
For driveway construction remove shaded portion of curb section.

## NOTE 1:

The total sum of all the driveway widths (exclusive of side slopes) is limited to 40% of the property frontage. The minimum distance between the top of side slopes on adjacent driveways on the same lot or parcel is twenty-two (22) feet and on adjoining lots or parcels is one (1) foot.

## NOTE 2:

Driveways may be constructed as in Case I for any parkway. Case I is required on streets where the parkway is less than ten (10) feet. Case II can be used only if the parkway is ten (10) feet or greater.

## NOTE 3:

If the parkway is over twelve (12) feet, the driveway shall be constructed as if the parkway were twelve (12) feet wide.

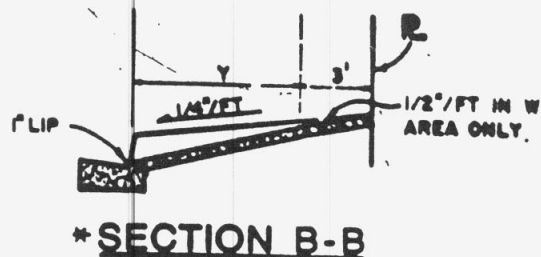
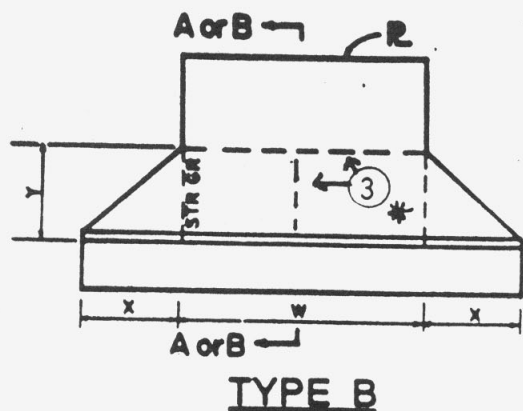
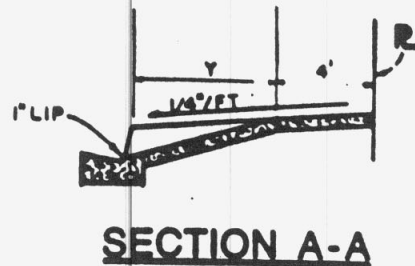
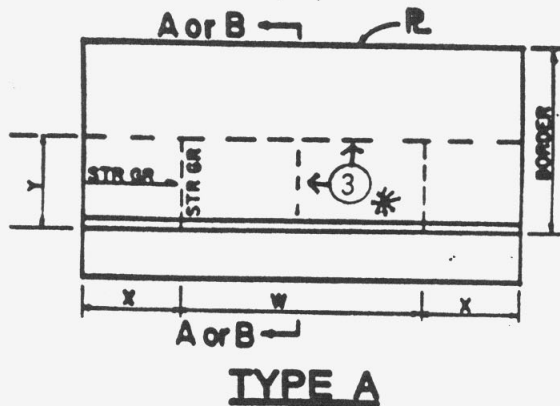
## NOTE 4:

Driveways shall be constructed of Portland Cement Concrete only if concrete curb is existing, and shall be constructed in accordance with Section 303-5 of the Standard Specifications for Public Works Construction.

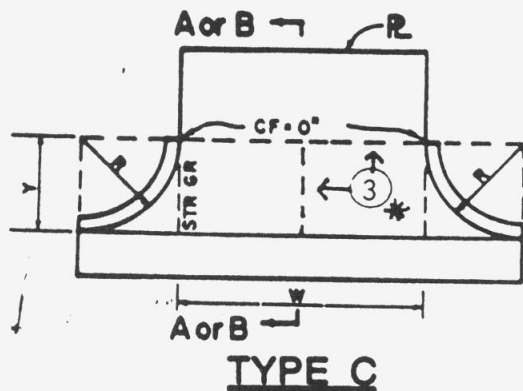
## NOTE 5:

If a tree well is removed by this construction or is within ten (10) feet of the driveway it shall be replaced in accordance with Standard Plan 32-02 & 32-03.

CALL TELEPHONE NO. ON FACE OF PERMIT FOR INFORMATION



\* SECTION B-B SHALL BE USED ONLY WHEN IT IS NOT POSSIBLE TO USE SECTION A-A.



- ①. Concrete shall be Greenbook 560-C-3250 or 520-C-2500 Mix
- ②. Place half inch expansion material at P/L or at back of approach
- ③. All joints shall be tooled at time of concrete placement (no sawcut joints allowed) All joints shall be one inch min. depth.
- ④. Curb & Gutter shall be replaced in its entirety when required. No sawcutting for removal along flow-line.
- ⑤. DRIVEWAYS SHALL BE 6 INCHES THICK

TABLE OF X & Y DIMENSIONS

| CURB FACE   | 6" OR LESS | 7"    | 8"    | 9"     | 10"   | 11"   | 12" OR MORE |
|-------------|------------|-------|-------|--------|-------|-------|-------------|
| X           | 3'-0"      | 3'-6" | 4'-0" | 4'-6"  | 5'-0" | 5'-6" | 6'-0"       |
| Y MIN (A-A) | 4'-0"      | 4'-9" | 5'-8" | 6'-6"  | 7'-3" | 8'-0" | 8'-9"       |
| Y MIN (B-B) | 3'-0"      | 4'-1" | 5'-0" | 5'-10" | 6'-5" | 7'-2" | 8'-1"       |

**NOTES:**

Existing concrete shall be removed up to existing joints or score lines. Where concrete joins existing concrete, cracked or damaged existing concrete shall be removed. Approach shall be finished with a light broom texture.

\* Joints shall be placed in new concrete at six Ft. Max. spacing

AMERICAN PUBLIC WORKS ASSOCIATION - SOUTHERN CALIFORNIA CHAPTER

PROMULGATED BY THE APWA-AGC  
JOINT COOPERATIVE COMMITTEE  
1984

**DRIVEWAY APPROACHES**

USE WITH STANDARD SPECIFICATIONS FOR PUBLIC WORKS CONSTRUCTION

STANDARD PLAN

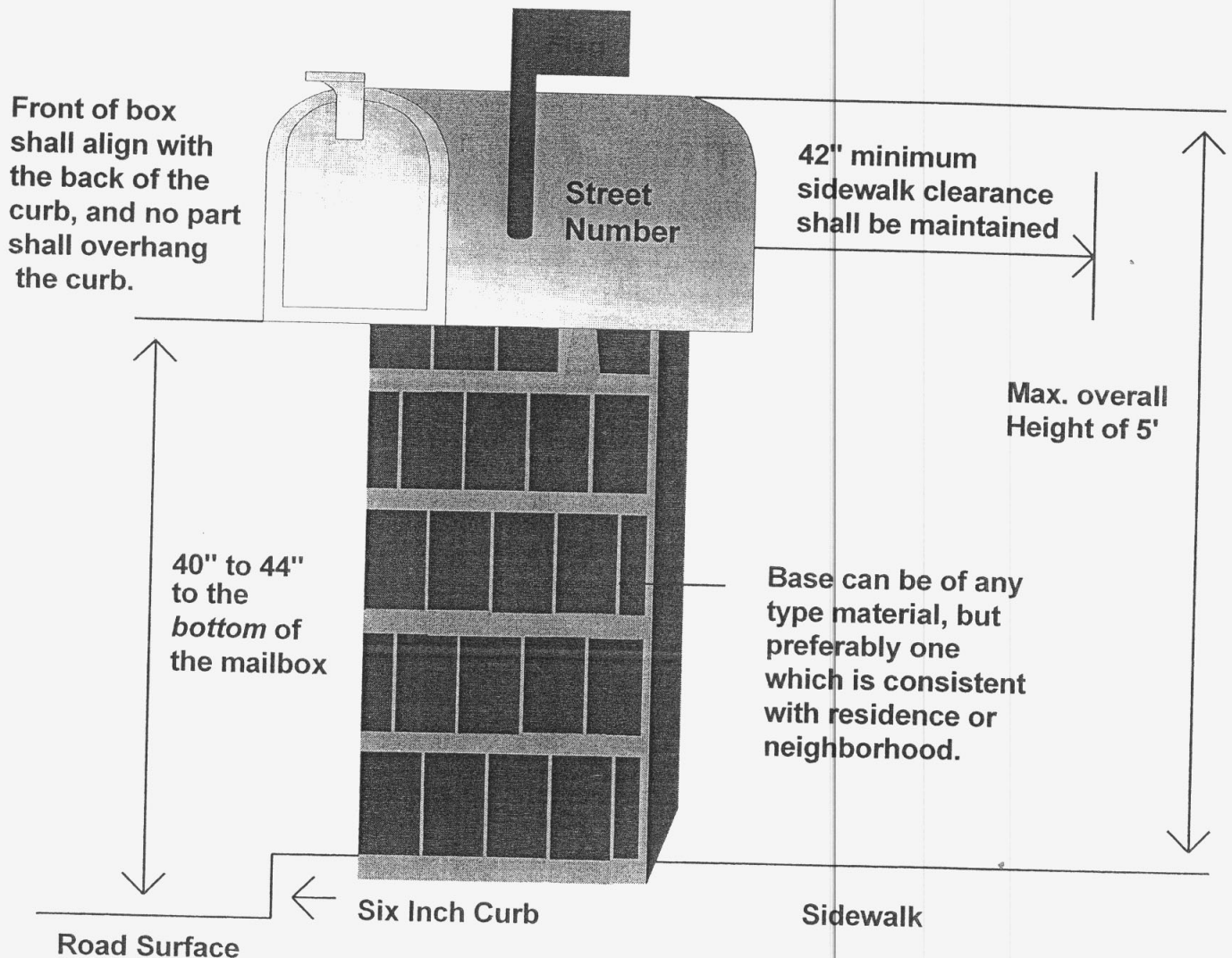
**110-0**

SHEET 1 OF 1



# City of Rancho Palos Verdes

## Mailbox Standard



- NOTES:
- 1) The Maximum overall height to the top of the box shall not exceed five (5) feet.
  - 2) The maximum footprint for support structures shall be 24" by 24".
  - 3) Larger structures or the addition of lighting will require Encroachment Permits from the Public Works Department and/or Building & Safety Permits.
  - 4) Landowners may wish to consult with the Public Works Department in situations where no curbs exist.